

TS-EAS - EAC-CPF team

Place: Virtual meeting, Zoom

Date: Thursday, 2 December 2021, 7am Boston/1pm Berlin/11pm Melbourne

Attendees: Silke, Karin, Kerstin, Iris, Marie, Mark, Ailie

Notes

Note taker: Kerstin

1) EAC-CPF team info

Silke to step back from EAC team lead (latest beginning next SAA year)

Marie has agreed to take over from Silke

Various hand-over meetings planned between Silke and Marie, also including Karin and Mark (for SAA related aspects) and one meeting with Ailie for the Tag Library work

Silke to start copying Marie into emails

2) Standards Committee presentation

Lara Michels, Liaison Standards Committee, sent a video as an update:

Brief introduction and offer to be contacted via email for potential questions

(lmichels@berkeley.edu)

Roles and responsibilities throughout the Standards Creation and Revision process (for liaison purposes)

Q&A

Is TS-EAS in fact the Proposing Group, the Development Group and the Maintenance Subcommittee in one? - Yes

Checklist (draft / for liaison purposes):

Q&A

Do we still have the EAD3 submission package? - No, but potentially we could get our hands on it via either Mike and/or Lara

What are the outstanding steps? - Proposal and Development Phases already done, so we'll mainly be looking at Approval and Adoption Phase

What do we need to establish a review cycle? - Relate to rolling revision cycle (for minor revisions)

How do we interpret the requirement of revising a standard every 5 years? - The main requirement is to review the necessity of a revision, not necessarily a revision per se

What do we see as the "Full Text of Standard"? - focus on Tag Library and package of schema files - open question whether Schematron is part of the schema

delivery - conversion scripts and Best Practice Guide are more internal and growing documents

Should these two last deliverables be mentioned in the submission? - might be a good point to make with regard to insight in community needs and collaboration with EAS Section

ACTION: Silke to start with drafting the documentation of the revision process and the introductory narrative

FOLLOW-UP ACTION: Silke will share with the team for feedback

AIM: having these and other documents for the approval process finalised by mid-January

New folder in the TS-EAS Google Drive with Standards Committee information

ACTION: Karin and Mark to convene with Lara in order to get official versions of these documents from Standards Committee

3) EAC-CPF revision submissions

Wrapped up in the conversations on topic 2

4) EAC-CPF schema deliverables

- [Change data type NMTOKEN to token #266](#): pending information from Schema team
 - Will be discussed in the next Schema Team meeting on 7 December
 - Likely to follow through with switching the current NMTOKEN attributes to token attributes. Adheres to “simplicity first” design principle.
 - Two issues to solve: @style needs to be (normalised) string; @xpointer needs to be (normalised) string (xpointer is not included in EAC, but still part of the current schema repository)
 - Outstanding issue: still need to finalize the Schematron, as well, particularly with ISO codes + EDTF date rules.
 - **ACTION:** Silke to assign issues to these two attributes to Mark and Ailie to ensure that changes are taken care of in schema and Tag Library respectively
- Additional question: What is the latest status of converting relation types?
 - **ACTION:** Silke to share latest status with Mark

5) Best Practice Guide & Tag Library (Ailie)

- General status:
 - Still some gaps in examples list
 - Ailie mainly concentrating on Tag Library and Best Practice Guide to get it ready for sharing with Outreach team for proof-reading
 - **AIM:** have information ready about what Outreach team would be expected to do until 15 December and to share the documents in January latest
 - **ACTION:** Karin to present the request to the Outreach team during their next meeting

- Silke mainly found aspects relating to formatting for the time being, so might be useful to have a specific chat/call with regard to this
- Issue of outdated and missing examples
- Feedback from Karin about examples especially with regard to using @localTypeDeclarationReference - might not validate in the way they are currently encoded - general point about making sure the examples validate (when/if publishing);
ACTION: Silke to check with Annamaria with regard to the examples
- Encoding example: agency code
 - Discussed the example aiming to find examples for the variations of @vocabularySource, @vocabularySourceURI and @valueURI as well as looking at combining these with references to conventions and rules declared in <conventionDeclaration>
 - Some adaptations made, e.g. removing the country code and hyphen from the MARC21 <otherAgencyCode>-s, but no finalisation reached yet
 - Links and examples shared via cha during the meeting:
 - <https://id.loc.gov/vocabulary/identifiers.html> respectively <https://id.loc.gov/vocabulary/identifiers/isil.html> as @vocabularySourceURI for US-based ISIL codes?
 - Kerstin: These don't seem to be the base URL to then get to the ISIL codes (URIs) for single institutions, hence I wouldn't see them as @vocabularySourceURI-s
 - Mark: I would say that <http://id.loc.gov/vocabulary/identifiers/isil> is a vocabularySourceURI for ISIL. It's just the URI for ISIL maintained by LoC.
 - <https://sigel.staatsbibliothek-berlin.de/de/suche/> as example for @vocabularySourceURI with <https://sigel.staatsbibliothek-berlin.de/de/suche/?isil=DE-1958> as example for @valueURI
 - <https://id.loc.gov/vocabulary/organizations.html> as example for @vocabularySourceURI with <https://id.loc.gov/vocabulary/organizations/ctybr> or <http://id.loc.gov/vocabulary/organizations/nnmnh> as examples for @valueURI
 - Kerstin: How do we intend to use <conventionDeclaration> in this context? Pointing to the ISO standards (<https://www.iso.org/standard/77849.html>) or to the ISIL registration system as an implementation of the ISO standard (which would be the link to the Danish Registry)? If it's the latter, do we need to adapt the content of <reference> in the example?

6) Any other business

n/a

7) Next meeting

- planned: Thursday, 13 January 2022
- ACTION: all to review and adapt or create examples